

Dear 21st CCLC Student's Parent,

This year, your school is running an afterschool program through the 21st Century Community Learning Centers (21st CCLC) grant. The purpose of the 21st CCLC program is to provide students and adult family members academic and enrichment activities. You have enrolled your child in the 21st CCLC program this year. The director of your school's program, _____, and other afterschool program staff, may be in touch with you throughout the school-year to coordinate efforts in supporting your child.

The program provides activities to help students complete homework assignments, obtain tutoring services, and engage in enrichment activities while also helping families engage in their children's education, including opportunities for literacy and related educational development.

In order for the 21st CCLC program staff to ensure that they are providing activities that engage students and their families, helping them to succeed during and after regular school day hours, the program also distributes a *Parent Survey* in April of each year. The Parent Survey is completed for any students who have participated in the 21st CCLC program for more than 15 days during the current school year. This survey helps to both fulfill the grant's federal reporting requirements, and more importantly, provides beneficial feedback from you, who knows your own child better than anyone. The survey will help to evaluate your satisfaction with the program, your family's level of involvement in the program, evaluate how well the program's staff communicates important program information to your family (including activities, hours of operation, expectations, etc.), and report your observations on improvements in your child's academic and social interactions. The Parent Survey provides invaluable information for enhancing the program for students and their families.

In April, your school's 21st CCLC Director, _____, may be contacting you to complete a survey. Program staff will guide you in how to complete the survey. Some programs may distribute the survey by hard-copy, while others may distribute the survey through an on-line link. Your participation in this survey is greatly appreciated to help improve the 21st CCLC program in your school. If you have any questions or concerns about your school's program, please contact

_____.

Thank you,

_____, 21st CCLC Program Director

(Enter Director's Name, program's physical and mailing addresses, email, and contact phone number)